

# ASSISTANT COACH HIRE REQUEST FORM

**SPORT** \_\_\_\_\_

**REQUESTED START DATE:** Semester: \_\_\_\_\_ Year: \_\_\_\_\_

**STIPEND POSITION** \_\_\_\_\_ **VOLUNTEER** \_\_\_\_\_

**NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**CELL PHONE NUMBER** \_\_ (\_\_\_\_) \_\_\_\_\_

**HOME PHONE NUMBER** \_\_ (\_\_\_\_) \_\_\_\_\_

**E-MAIL ADDRESS** \_\_\_\_\_

**PRIOR COACHING EXPERIENCE:** This information necessary to determine minimum qualifications for hire and initial placement for salary

**# YEARS** \_\_\_\_\_ **Please highlight specific coaching experience:**

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**DEGREES EARNED:** NONE \_\_\_ AA \_\_\_ BA/BS \_\_\_ MA/MS \_\_\_ \*If hold a master's degree please list specific degree for addition of possible teaching assignments \_\_\_\_\_.

**In order to be hired as an assistant coach the applicant must have an "AA" degree (or) Have documented playing experience in that sport (or) have documented coaching experience.**

This form must be completed for new hire or change of status only – returning hires only need to update personal information with Administrative Assistant and notify Dean of intent to re-hire. No coach may begin work until they have been officially approved for hire by the Board of Trustees.